



Lenovo K10

User Guide V1.0

XT2025-3



Basics

Before using this information and the product it supports, be sure to read the following:

- *Quick Start Guide*
- *Regulatory Notice*
- **Appendix**

The *Quick Start Guide* and the *Regulatory Notice* have been uploaded to the website at <http://support.lenovo.com>.

Note: All pictures and illustrations in this document are for your reference only and may differ from the final product.

Home screen

The home screen is the starting point for using your phone. For your convenience, the home screen is already set up with some useful apps and widgets.



Note: Your phone's features and the home screen may be different depending on your location, language, carrier, and model.

Customizing your home screen



Press and hold anywhere on the home screen except the icons:

- To change app notification settings, tap **Home settings > Notification dots**.
- To add a widget to the home screen, tap **Widgets**, scroll down to locate the widget that you want, press and hold the widget until it pops out, drag it to where you want to place it, and then release it.
- To change the wallpaper, tap **Wallpapers**, choose a picture from **Wallpapers** or **Photos**.

Managing widgets and apps

- To move a widget or an app, press and hold the widget or app, drag it to where you want to place it, and then release it.
- To create an app folder, press and hold an app and drag it onto another app.
- To remove a widget from the home screen, press and hold the widget and drag it to **✕ Remove**.
- To uninstall an app, press and hold the app and drag it to **🗑 Uninstall**.

Note: System apps cannot be uninstalled. If you try to uninstall a system app,  does not appear at the top of the screen.

Screen buttons

By default, a single Home button appears at the bottom of every screen.

- Tap the Home button  to return to the default home screen.
- Swipe up from the bottom of your screen to see recent apps.
- Swipe up twice or swipe up from the bottom of your screen to the top to see all apps.

To change the single Home button to separate Back, Home, and Recent buttons, tap **Settings > System > Gestures > Swipe up on Home button**, then tap the switch to turn it off.

- Back button: Tap  to return to the previous page or exit the current app.
- Home button: Tap  to return to the default home screen.
- Recent button: Tap  to see recent apps. Then you can do the following:
 - » Tap an app to open it.
 - » Swipe up to stop running the app.
 - » Tap CLEAR ALL to stop running all the apps.

Split screen

Your phone supports using split screen mode. To enter split screen mode:

1. Swipe up from the bottom of your screen to see all the recent apps.
2. Swipe left or right to choose an app.
3. Tap the app icon at the top of the screen.
4. Tap Split screen.

Note: To close the split screen, drag the dividing line to the bottom of the screen. Some apps do not support split screen mode.

Screen lock

When your phone is on, press the Power button to lock the screen manually. Press the Power button again to display the lock screen, and then swipe up to unlock.

Note: Swipe is the default screen unlocking method. To change your screen lock, see [Settings](#).

Notifications and Quick Settings

The Notifications panel (see Figure 1: Notifications) informs you of missed calls, new messages, and activities in progress such as file downloading. The Quick Settings panel (see Figure 2: Quick Settings) allows you to access frequently-used settings such as the Wi-Fi switch.

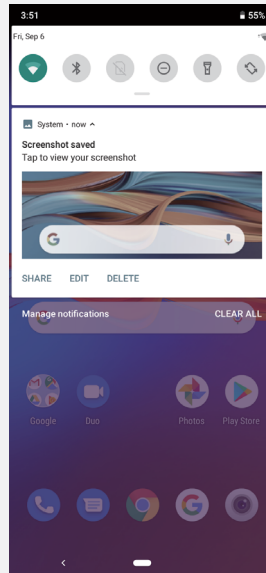


Figure 1 Notifications

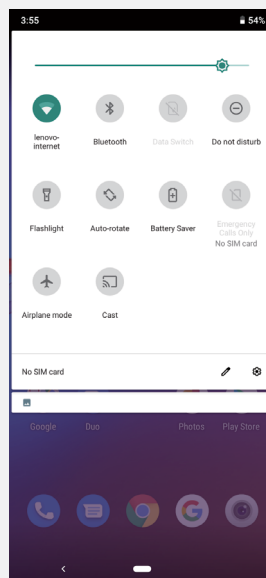


Figure 2 Quick Settings

You can do any of the following:

- To see notifications, swipe down from the top of the screen.
- To close the Notifications panel, swipe up from the screen.
- To dismiss a notification, swipe left or right across the notification.
- To dismiss all notifications, tap **CLEAR ALL** at the bottom of the Notifications panel.
- To open the Quick Settings panel, swipe down from the top of the screen twice.
- To close the Quick Settings panel, swipe up from the bottom of the screen.

USB connection

When you connect your phone to a computer using a USB cable, the Notification panel displays “**Charging this device via USB**”. You can tap the notification, and then select one of the following options:

- **File Transfer:** Transfer files between your phone and computer.
- **USB tethering:** Share your phone's internet connection via USB.
- **MIDI:** Enable MIDI-enabled applications on your phone to work with MIDI software on the computer.
- **PTP:** Transfer photos and videos between your phone and computer.
- **No data transfer:** Charge your phone only.



Calls

Making a call

Dialing a number manually

1. Open the **Phone** app.
2. Tap to display the keypad if necessary.
3. Enter the phone number that you want to dial, and then tap .

Calling from the call log

1. Open the **Phone** app.
2. Tap the Recents tab.
3. Tap from a call log entry to make a call.

Calling a contact

1. Open the **Phone** app.
2. Tap the Contacts tab.
3. Locate the contact that you want to call, and tap the contact name to display the contact details.
4. Tap to make a call.

Receiving calls

Answering or rejecting a call

When you receive a phone call, the incoming call screen appears. You can do one of the following:

- Swipe up to answer the call.
- Swipe down to reject the call.

Silencing a call

To silence a call:

- Press the volume up button or the volume down button.
- Press the Power button.

Options during a call

When you are on a call, you can choose from these options:

- **Add call**: displays the Contacts tab or keypad so you can call another person.
- **Hold**: puts the current call on hold or resumes the call.
- **Mute**: turns the microphone on or off.
- **Keypad**: displays or hides the keypad.
- **Speaker**: turns the speaker on or off.
- : ends the call.

You can also press the volume button to turn the volume up or down.

Using the call log

The call log contains missed, outgoing, and received call entries. You can tap a call log entry to see the options menu, and then tap an option. For example, you can tap the **Create new contact** option to add the entry to the Contacts list.



Contacts

Creating a contact

1. Open the **Contacts** app.
2. Tap .
3. Enter the contact information.
4. Tap **Save**.

Searching for a contact

1. Open the **Contacts** app.
2. Choose from these actions:
 - » Scroll the Contacts list up or down to locate the desired contact.
 - » Tap **Search contacts**, then enter the contact name or initials. Matching contacts are displayed as you type.

Editing a contact

1. Open the **Contacts** app.
2. Find and tap the contact that you want to edit.
3. Tap , and then edit the contact information.
4. Tap **Save**.

Deleting a contact

1. Open the **Contacts** app.
2. Tap and hold the contact that you want to delete, and then tap .

Importing contacts

1. Open the **Contacts** app.
2. Tap > **Settings** > **Import**.
3. Select where to copy contacts from, such as **.vcf file**, **SIM card** or **Internal shared storage**, then tap **OK** .
4. Select the .vcf file or contacts that you want to import, .

Exporting contacts

1. Open the **Contacts** app.
2. Tap > **Settings** > **Export**.
3. Name the vCard file where all contacts will be archived, then tap **SAVE**.

Note: To see the exported contacts, tap **Files** > **Downloads**.



Messages

Sending a message

Send text messages and multimedia messages.

1. Open the **Messages** app.
2. Tap .
3. Enter a contact name or phone number. Matching contacts are displayed as you type. Select a contact. Or tap to add more recipients.
4. Enter a message.

***Tip:** To send a multimedia message, tap and select a media object type such as pictures or videos, and then attach a desired media object to the message.*

5. Tap .

Searching for a message

1. Open the **Messages** app.
2. Tap , and then enter all or part of the contact name, the phone number, or the message in the search text box.

Deleting messages

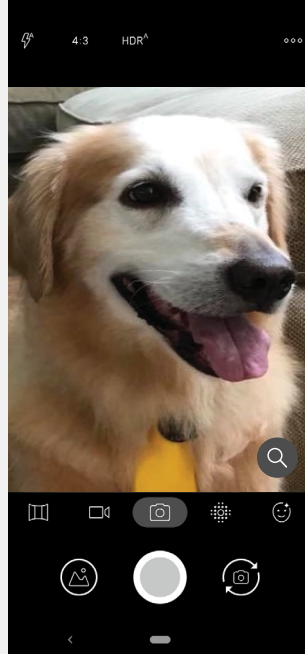
1. Open the **Messages** app.
2. Press and hold a message to select it and then tap .



Camera

Camera basics

Take photos and record videos.



- Tap to use Photo mode, then tap to take a photo.
- Tap to use Video mode, then tap to record a video.
- Tap to view the photo or video in the **Photos** app. For more information, see [Photos](#).
- Tap to turn on Face Beauty, then take a picture with smooth skin and beautified face.
- Tap to turn on Bokeh mode, then take a picture with blurred background.
- Tap to turn on Panorama mode, then take a wide angle picture.
- Tap to switch between the front-facing and rear-facing cameras.
- Tap to switch flash modes.
- Tap to use HDR (High Dynamic Range).
- Tap to configure other camera settings.

Taking a screenshot

Press and hold the Power button and the volume down button at the same time to take a screenshot, or press and hold the Power button, then tap **Screenshot** to take a screenshot.

By default, the screenshots are stored in your phone's internal storage. To view the screenshots, choose one of the options:

- Open the **Photos** app and find the **Screenshots** album.
- Open the **Files** app and go to the **Internal storage** > **Images** > **Screenshots** folder.



Photos

Viewing photos and videos

1. Open the **Photos** app.
2. Tap an album. Note that videos are in the same album with photos by default.
3. Tap a photo or video to view it in full screen mode.
4. Choose from these actions:
 - » To see the next or previous photo or video, swipe left or right.
 - » To zoom in or out of a photo, stretch or pinch the photo. When you zoom in, you can drag to see other parts of the photo.
 - » To play a video, tap .

Sharing photos and videos

While viewing a photo or video, tap anywhere on the screen, tap , and then select a way to share such as **Bluetooth** or **Messages** to share the photo or video with others.

To share multiple photos and videos at the same time:

1. Open the **Photos** app.
2. When viewing a group of photos or videos, press and hold the photo or video that you want to share until it is selected.
3. Tap more items.
4. Tap , and then select a way to share.

Deleting photos and videos

While viewing a photo or video, tap anywhere on the screen, and then tap  to delete the photo or video.

To delete multiple photos and videos at the same time:

1. Open the **Photos** app.
2. Press and hold the photo or video to select it.
3. Optionally, select more photos or videos to delete at the same time.
4. Tap .



Network

Wi-Fi connection

Turning the Wi-Fi connection on or off

Choose from these actions:

- Go to the **Quick Settings** panel, and then tap the **Wi-Fi** switch to turn the Wi-Fi connection on or off.
Tip: When you turn on the Wi-Fi connection, a list of detected Wi-Fi hotspots appears. If the list does not appear, press and hold the Wi-Fi switch in the Quick Settings panel.
- Go to **Settings > Network & internet**, and then tap the **Wi-Fi** switch to turn the Wi-Fi connection on or off.
Tip: When you turn on the Wi-Fi connection, a list of detected Wi-Fi hotspots appears. If the Wi-Fi hotspot that you want to connect to is not listed, tap Add network to manually add the Wi-Fi hotspot.

Connecting to a Wi-Fi network

1. Turn on the Wi-Fi connection and check the list of available Wi-Fi hotspots.
2. Tap the Wi-Fi hotspot that you want to connect to.
3. If you selected a secured network, enter your login name and password, and then tap **CONNECT**.

Data connection

Turning the data connection on or off

Choose from these actions:

- Go to the **Quick Settings** panel, and then tap the **Data Switch** to turn the data connection on or off.
- Go to **Settings > Network & internet > Data usage**, and then tap the **Mobile data** switch to turn the data connection on or off.

Note: If you do not have a SIM card, contact your carrier.

Selecting a SIM card for data connection

Your phone comes with dual SIM slots. Both slots support 4G/3G/2G data services, but you can enable only one SIM card for data connection at a time. To set which SIM card to use for your data connection, go to

Settings > Network & internet > SIM cards > Mobile data and select a SIM card.

Setting up a hotspot

You can use a Wi-Fi hotspot to share an internet connection with another phone or other devices.

1. Go to **Settings > Network & internet > Hotspot & tethering**.
2. Tap **Wi-Fi hotspot**, then tap the switch on.

Note: You can also share a network via Bluetooth or USB.

3. If this is your first time to turn on the Wi-Fi hotspot, tap **Hotspot name** or **Security** to change the configuration information.

Note: If you tell your friends the network name and password, then they can connect to your network.



Chrome

If your phone is connected to a Wi-Fi or a cellular network, you can use the **Chrome** app to surf the Internet. For more information about connecting to a Wi-Fi or a cellular network, see [Network](#).

Visiting websites

1. Open the **Chrome** app.
2. Tap the address box, enter a website address or your search keywords, and then tap **Go**.
***Tip:** You do not need to enter a full website address with “http://” to access the website. For example, to visit <http://www.lenovo.com>, enter “www.lenovo.com” in the address box and tap **Go**.*
3. When viewing a web page, choose one of these actions:
 - » Tap **⋮** > **↻** to refresh the current page.
 - » Tap the **<** Back button to return to the previous web page.
 - » Tap **⋮** > **→** to go forward to a recent web page.
 - » Press and hold an image on the web page, and then tap **Download image** to download the image into your phone’s internal storage.

Adding a bookmark

When viewing a web page that you want to bookmark, tap **⋮** > **☆**. The next time you open the **Chrome** app, tap **⋮** > **Bookmarks**, and then tap the bookmark to quickly access the web page.

Clearing browser history

1. Open the **Chrome** app.
2. Tap **⋮** > **History**.
3. Tap **Clear browsing data**.



Settings

Setting the date and time

1. Go to **Settings > System > Date & time**.
2. Choose an option:
 - » To use the network date and time, tap **Automatic date & time** and select **Use network-provided time**.
 - » To use the GPS date and time, tap **Automatic date & time** and select **Use GPS-provided time**.
 - » To set the date and time manually, tap **Automatic date & time** and select **Off**, and then select **Set date** and **Set time** respectively.
 - » To use the network time zone, turn the **Automatic time zone** switch on.
 - » To set the time zone manually, turn the **Automatic time zone** switch off, tap **Select time zone**, and then choose a time zone.
 - » To switch between the 24-hour and 12-hour formats, turn the **Use 24-hour format** switch on or off.

Setting the language

1. Go to **Settings > System > Languages & input > Languages**. Then tap **Add a language**.
2. Select the display language that you want to use.
3. Tap the language you added, then drag it up to the top of the language list.

Setting the input method

1. Go to **Settings > System > Languages & input > Virtual keyboard**.
2. Select the input method that you want to use. The default input method is **Gboard**.

Setting a screen lock

Go to **Settings > Security & location > Screen lock** to select a screen lock option and set up the screen lock.

Setting the ringtone

You can define the default ringtone for incoming calls, messages, and notifications. You can also adjust the volume for each sound type.

Go to **Settings > Sound**.

Performing a factory reset

1. Go to **Settings > System > Reset options > Erase all data (factory reset)**.
2. Tap **RESET PHONE**.



Appendix

To avoid personal injury, property damage, or accidental damage to the product, read all of the information in this section before using the product.

Important safety info

Handling

Handle the Lenovo Phone with care

Do not drop, bend, or puncture the Lenovo Phone; do not insert foreign objects into or place heavy objects on the Lenovo Phone. Sensitive components inside might become damaged.

Prevent the Lenovo Phone and the adapter from getting wet

Do not immerse the Lenovo Phone in water or leave the Lenovo Phone in a location where it can get saturated with water or other liquids.

Repairing

Do not disassemble or modify the Lenovo Phone. The Lenovo Phone is a sealed unit. There are no end-user serviceable parts inside. All internal repairs must be done by a Lenovo-authorized repair facility or a Lenovo-authorized technician. Attempting to open or modify the Lenovo Phone will void the warranty.

The Lenovo Phone screen is made of glass. The glass might break if the Lenovo Phone is dropped on a hard surface, is the subject of a high impact, or is crushed by a heavy object. If the glass chips or cracks, do not touch the broken glass or attempt to remove it from the Lenovo Phone. Stop using the Lenovo Phone immediately and contact Lenovo authorized service centers for repair, replacement, or disposal information.

Charging

You can use any of the following charging methods to safely recharge the internal battery of the Lenovo Phone.

Charging method	Display on	Display off
ac adapter	Supported, but the battery will charge slowly.	Supported
USB connection between the dc-in connector on the Lenovo Phone and a USB connector on a personal computer or other devices that comply with the micro USB standards.	Supported, but will compensate power consumption and the battery will charge more slowly than usual.	Supported, but the battery will charge slowly.
Notes: Display on: Device on Display off: Device off or in screen lock mode		

Charging devices might become warm during normal use. Ensure that you have adequate ventilation around the charging device. Unplug the charging device if any of the following occurs:

- The charging device has been exposed to rain, liquid, or excessive moisture.
- The charging device shows signs of physical damage.
- You want to clean the charging device.

Lenovo is not responsible for the performance or safety of products not manufactured or approved by Lenovo. Use only approved Lenovo ac adapters and batteries.

Note: Adapter shall be installed near the equipment and shall be easily accessible. Users have to use the connection to USB interfaces with USB 2.0 standard version.

Distraction

Take care when using the Lenovo Phone in a motor vehicle or on a bicycle. Always prioritize your safety and the safety of others. Follow the law. Local laws and regulations might govern how you can use mobile electronic devices, such as the Lenovo Phone, while you drive a motor vehicle or ride a bicycle.

Choking hazard

Keep the Lenovo Phone and accessories away from small children. The Lenovo Phone contains small parts that can be a choking hazard to small children. Additionally, the glass screen can break or crack if dropped on or thrown against a hard surface.

Explosive atmospheres

Do not charge or use the Lenovo Phone in any area with a potentially explosive atmosphere, such as at a fueling area, or in areas where the air contains chemicals or particles (such as grain, dust, or metal powders). Obey all signs and instructions.

Radio frequency interference

Observe signs and notices that prohibit or restrict the use of mobile phones (for example, in health care facilities or blasting areas). Although the Lenovo Phone is designed, tested, and manufactured to comply with regulations governing radio frequency emissions, such emissions from the Lenovo Phone can negatively affect the operation of other electronic equipment, causing them to malfunction. Turn off the Lenovo Phone or use Airplane Mode to turn off the Lenovo Phone wireless transmitters when use is prohibited, such as while traveling in aircraft, or when asked to do so by authorities.

Medical devices

The Lenovo Phone contains radios that emit electromagnetic fields. These electromagnetic fields may interfere with pacemakers or other medical devices. If you wear a pacemaker, maintain at least 15 cm (6 inches) of separation between your pacemaker and the Lenovo Phone. If you suspect the Lenovo Phone is interfering with your pacemaker or any other medical device, stop using the Lenovo Phone and consult your physician for information specific to your medical device.

LED light safety

Caution: Some products use an LED light source (such as camera flash, flashlight, or projector), which is safe when used as intended. Avoid looking directly at the LED, which may cause discomfort or temporarily impair vision.

Specific absorption rate

Specific absorption rate (SAR) is a measure of the rate at which a human body absorbs energy when exposed to a radio frequency (RF) electromagnetic field. The radio transmitter and receiver in your mobile device are designed to not exceed the SAR limits adopted by regulatory agencies. These SAR limits include a substantial safety margin designed to assure the safety of all persons, regardless of age and health.

Your mobile device meets the SAR limit established by the following regulatory agencies:

Regulatory agency	SAR limit
Federal Communications Commission (FCC)	1.6W/kg
Industry Canada (IC)	1.6W/kg
Ministry of Communication (India)	1.6W/kg
ICNIRP *	2W/kg

* ICNIRP tests are carried out in accordance with standards CENELEC EN50360 and IEC PT62209-1.

SAR values are measured using standard operating positions with the device transmitting at its highest certified power level in all tested frequency bands.

SAR values during normal use are usually much less than tested values because your mobile device automatically reduces power when full power isn't needed for a call. The lower the power output of the device, the lower the SAR value. To further reduce your RF exposure you can limit mobile device usage or use a hands-free kit to keep the device away from your head and body.

Important handling info

Cleaning

Clean the Lenovo Phone immediately if it comes in contact with anything that may cause stains, such as dirt, ink, makeup, or lotions. To clean:

- Disconnect all cables and turn off the Lenovo Phone (press and hold the Power button for a few seconds, then tap **Power off**).
- Use a soft, lint-free cloth.
- Avoid getting moisture in openings.
- Do not use cleaning products or compressed air.

Operating temperature

Be aware of heat generated by the Lenovo Phone. When using the Lenovo Phone, keep it away from hot or high-voltage environments, such as electric appliances, electric heating equipment, or electric cooking equipment.

- Ideal operation temperatures are 0°C (32°F) to 35°C (95°F).
- Ideal storage temperatures are -20°C (-4°F) to 45°C (113°F).

When the Lenovo Phone is turned on or the battery is charging, some parts might become hot. The temperature that they reach depends on the amount of system activity and the battery charge level. Extended contact with your body, even through clothing, could cause discomfort or even a skin burn. Avoid keeping your hands, your lap, or any other part of your body in contact with a hot section of the Lenovo Phone for any extended time.

Warning against unlocking the bootloader or altering a product's operating system software

Lenovo strongly recommends against altering a product's operating system, which includes unlocking the bootloader, rooting a device or running any operating software other than the approved versions issued by Lenovo and its partners. Such alterations may permanently damage your product, cause your product to be unsafe and/or cause your product to malfunction. In such cases, neither the product nor any damage resulting therefrom will be covered by warranty.

Protecting your data and software

Do not delete unknown files or change the name of files or directories that were not created by you; otherwise, the Lenovo Phone software might fail to work.

Be aware that accessing network resources can leave the Lenovo Phone vulnerable to computer viruses, hackers, spyware, and other malicious activities that might damage the Lenovo Phone, software, or data. It is your responsibility to ensure that you have adequate protection in the form of firewalls, anti virus software, and anti-spyware software and keep such software up to date.

Keep electrical appliances away from the Lenovo Phone, such as an electric fan, a radio, high-powered speakers, an air conditioner, and a microwave oven. The strong magnetic fields generated by electrical appliances can damage the screen and the data on the Lenovo Phone.